

Steps to Going Solar Outside City of Longmont City Limits

Now that you have made the decision to install a solar electric system on your property, Longmont Power & Communications (LPC) has provided a convenient list of required steps to be completed before connecting to the LPC distribution system or “grid”.

- ☐ 1. Select a licensed solar electric contractor to install the system.
- ☐ 2. Contact Boulder County to obtain a building permit. The Land Use Building Safety and Inspection Services for Boulder County can be reached at 303-441-3925.
 - a) Although the solar electric installation is outside City of Longmont city limits, it is still required to meet City of Longmont code requirements outlined under sections 14.32.220K and 14.32.225. [Click to view City of Longmont municipal code.](#)
- ☐ 3. Notify LPC of your plans to install a solar PV system. You can call us at 303-651-8386 or email at lpc@ci.longmont.co.us
- ☐ 4. Complete and submit a [Power Data Form](#). You can mail or bring your documents to 1100 South Sherman Street, Longmont CO 80501 or email them to lpc@ci.longmont.co.us
 - a) Work with your contractor to complete a Power Data Form. Please note that a building permit number is a required to complete the form.
 - b) LPC will contact you if necessary to schedule a time to confirm power source and determine if an upgrade is needed.
- ☐ 5. Complete and submit a “one-line diagram” of your solar PV system to LPC. You can mail or bring your documents to 1100 South Sherman Street, Longmont CO 80501 or email them to lpc@ci.longmont.co.us
Note: one-line diagrams are typically done by the licensed solar electric contractor. [Click to see an example of a one-line diagram.](#)
- ☐ 6. Review the [small generation interconnection checklist](#) with your contractor. You and/or your contractor must complete and submit the checklist to LPC in order to be connected to the LPC distribution system or “grid”. Hard-copies can be mailed or dropped off in person at 1100 S. Sherman St., Longmont, CO 80501 or e-mailed to lpc@ci.longmont.co.us
- ☐ 7. If any changes are needed to the one-line diagram, LPC will contact you or your contractor. If one-line diagram meets requirements, LPC will send confirmation to proceed.
- ☐ 8. Install solar electric system and have inspected by Boulder County building inspection.
- ☐ 9. Notify LPC when the solar electric installation is complete and passed inspection. You can call us at 303-651-8386 or email at lpc@ci.longmont.co.us
- ☐ 10. LPC will contact you to schedule “pre-parallel” testing. Upon passing the pre-parallel tests, the appropriate meter will be installed. For information about the islanding protection, reference City Code 14.32.225 C.6. For information about direct current injection reference City Code 14.32.225 C.7. [Click to view City of Longmont municipal code.](#)